



# National Wildfire Coordinating Group Training Delivery Committee

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## Meeting Minutes

**DATE:** February 23, 2023

### **ATTENDEES:**

Arnberger, Jeff, Liaison, N  
Benoit, Annie, Primary Member, Y  
Bissell, Susan, Guest, Y  
Black, Mike, Liaison, N  
Buhrig, Chris, Primary Member, Y  
Burkhammer, Erin, Primary Member, N  
Cota, Heath, Co-Chair, M  
Dinkel, Anna, Primary Member, Y  
Dukart, David, Primary Member, N  
Dutchick, Peter, Co-Chair, Y  
Figgins, Liz, Guest, Y  
Flanagan, Sean, Primary Member, N  
Frost-Madrid, Karin, Primary Member, N  
Gividen, Rick, Guest, Y  
Jacks, Randy, Primary Member, N  
McLaughlin, Jon, Guest, Y  
McWilliams, Zebulon, Guest, Y  
O'Hara, Katy, NWCG Coordinator, N  
Palmgren, Glenn, Primary Member, N  
Patterson, Stephen, Primary Member, N  
Phillips, William, Guest, Y  
Reichert, Heather, Notetaker, Y  
Sexton, Richard, Primary Member, N  
Sink, Sara, Guest, Y  
Skraba, Amy, Primary Member, N  
Skudlarek, Mark, Primary Member, Y  
Trauernicht, Nathan, Primary Member, Y  
Wegner, Melissa, Primary Member, Y  
Williamson, Kerri, Primary Member, Y

### I. TDC Update on Current Actions:

- NWCG Updates

Annie Benoit

Staffing: Advertising Incident Performance Training Modernization (IPTM) Project Manager non-supervisory GS 13 focused on contract implementation.



## National Wildfire Coordinating Group Training Delivery Committee

Merging RX301 and RX341: Presented to IPSC, they requested a curriculum issue paper, and NWCG is drafting one. When TDC was created, IPSC owned all curriculum issue papers. Would it be more appropriate for TDC to own these?

Shared Training Design Plan for MEDL: 4-5 hr. OLT, 13-15 hrs. ILT, OJT during assignment. Looking for a test course end of June or July, NWCG is seeking to collaborate on a pilot.

Getting to the point of development for FAL3, will start on the training design plan for FAL1 in early April.

CRWB: Have trainee/students from WFAP who are testing out next gen PTB over the next year. NWCG is developing a communication plan to share with trainees, supervisors, unit training officers, etc.

RXB2: Pilot groups will be using next gen PTB

Developed IPTM 3-min training video, sharing that NWCG is seeking SMEs, Annie will share link, please help advertise

- OWF/WFLP Governance Board Updates

Rick Gividen

Sub-group is looking at how to transition instructor-led materials from NWCG site to WFLP, using user stories to identify functional requirements – feel free to provide input on those when you receive them from your governance board rep.

Thanks to bill funding the NTOs received, were able to implement a new help desk feature in the WFLP, including an additional user support person, should go live no later than March 30<sup>th</sup>.

Still working on bringing on filling a FS NTE 1-year position to assist with the LMS but running into some HR delays. Also bringing on a DOI detailer, who will be focused on the LMS to IQCS data transfer.

- ETSC Update

Jon McLaughlin

Discussing future of ETSC and improving processes.

- GATR Group Update

Chris Buhrig

All GAs engaged in training delivery.

2-3 openings in NW delivery of D-310.

Considering National Delivery Team help for a delivery of RX410.



## National Wildfire Coordinating Group Training Delivery Committee

Sent out a survey on leadership courses, will provide Heath with data from the GAs to make a case for focusing effort and funds on developing agency cadre.

Certificates for NWCG online training in the WFLP: Some training officers are unhappy with lack of detailed info on certs, lack of ability to verify certs. Rick Gividen will present to Totara, consider 3<sup>rd</sup> party certification.

MOU training providers – can they use the WFLP?

Rick Gividen: Consider the parameters of the MOU you have with the training provider. Will defer to the GATRs and program managers on where it is acceptable.

- National Delivery Team Coordination

Liz Figgins

Current NDT (8 detailers: 4 qualified instructors/4 support roles) is working primarily on aviation courses: A205, A303, A305, A314. The delivery team members are currently in training at NAFRI, course announcements should be up next week on IAT website, will also communicate course announcements with GATRs

Working on a western states delivery of S-491, March 6-10, with 11 satellite locations.

NDT is limited this year in capacity to provide complete deliveries of courses for the geographic areas, due to aviation focus, but may be able to provide some support.

- M410 Online Course Materials/PMS-901/Non-NWCG Entities

Dutchick

Updated course materials for M410 are now available on the NWCG site.

Training for non-NWCG entities: Updates have been made to the document and it was sent to IPSC for review.

PMS-901 updates document is available in the TDC SharePoint site, still working on full integration into the PMS-901 (should be completed by mid-May). Also considering specificity of language around required hours for training (noted in comments).

- Leadership Committee Collaboration/Preliminary Discussion

Dutchick

- Pre-work, Realistic timelines

Dutchick

How much is too much when we move to distance learning?

Rick Gividen: We need to ensure that we are assessing the learning effectiveness so we can determine whether we are taking the right approach. Sometimes our preferred approach isn't providing the best learning outcomes. Consider assessment strategies.



## National Wildfire Coordinating Group Training Delivery Committee

- TDC Business Practices Discussion

Dutchick

Will revisit when Cota returns. We also need to consider if there are other groups/individuals that should be represented in TDC.  
Chris Buhrig will socialize it with the GATR group.

- Action Item Review

Dutchick

Certificates from the WFLP  
Data for leadership committee, draft a business paper  
Need to lock in PMS-901, mid-May deadline